

Administration Committee

2014-07-09 09:35:00.0

Or immediately following the 9:30 a.m. BATA Oversight Committee meeting whichever occurs later.

Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium 101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2014-07-08 08:15:02.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Chair

Adrienne J. Tissier

Vice Chair

Scott Wiener

Members

Tom Bates David Campos
Dodd Federal Glover Joe
Pirzynski Jean Quan Bijan
Sartipi+

Ex Officio

Amy Rein Worth*** Dav
Cortese***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

1. Confirm Quorum

2. Consent:

Minutes - June 11, 2014 meeting.*

a) Action: Committee Approval

- [2a_061314_Minutes.pdf](#)

Monthly Financial Statements - May 2014.*

b) Action: Information

- [2b_May_2014_Financials.pdf](#)

Investment Report for May 2014.*

Presented by: Susan Woo

c)

Action: Information

- [2c May 2014 Investment Report.pdf](#)

Contract - Priority Development Area (PDA) Development Feasibility and Readiness Assessment Update: Economic & Planning Systems.* (\$250,000)

d) **Presented by:** Therese Trivedi

Action: Committee Approval

- [2d PDA EPS Revised.pdf](#)

Contract Amendment - SharePoint Enterprise Content Management System Development: ShareSquared, Inc.* (\$350,000)

e) **Presented by:** Nick Roethel

Action: Committee Approval

- [2e SharePoint.pdf](#)

Contract - Bike Share Technical Assistance and Strategic Plan: Toole Design Group, LLC.* (\$393,085)

f) **Presented by:** Sean Co

Action: Committee Approval

- [2f Bike Share Tech.pdf](#)

Contract Amendment - Pavement Management Technical Assistance Program: Adhara Systems, Inc. (\$200,000)

g) **Presented by:** Christina Hohurst

Action: Committee Approval

- [2g Adhara1.pdf](#)

Contract Amendment - Janitorial Services: Customized Janitorial.* (\$125,000)

h) **Presented by:** Robert Hoffman

Action: Committee Approval

- [2h Customized Janitorial.pdf](#)

Contract Amendment - Transit Passenger Surveying Services: ETC Institute.* (\$250,000)

Presented by: Shimon Israel

i)

Action: Committee Approval

- [2i ETC Institute.pdf](#)

Purchase Orders and Contract Amendment: Project-Based Temporary Staffing Services.*

i. Buxton Consulting (\$93,600)

ii. Mainz Brady Group (\$343,200)

iii. Robert Half (4197,600)

iv. Adecco Professional Staffing/Engineering & Technical (\$121,680)

3. *v. International Program Services (\$351,520)*

vi. Regional Government Services (\$314,256)

vii. Contract Amendment: Local Government Services Authority (\$3,722,374)

Staff will request approval of purchase orders and a contract amendment, as noted, with the seven temporary staffing service providers listed above to provide project-based temporary staffing for FY 2014-15.

Action: Committee Approval

- [3 Temp Staff.pdf](#)

MTC Resolution No. 4155 - Draft Title VI Program.*

Presented by: Denise Rodrigues

4.

Action: Commission Approval

- [4 Res 4155 Title VI.pdf](#)

Other Business/Public Comment/Adjournment

5.

Action: Information

Next meeting

2014-09-10 09:35:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff subject to change by the Committee.

***MTC's chair and vice-chair are ex-officio voting members of all standing committees.

+Non-Voting member.

++Item will be distributed at the meeting.

Quorum:A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing request-to-speak card (available from staff) and passing it to the committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: MTC meetings are recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.817.5769 for TDD/TTY. We require three working days notice to accommodate your request.

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